Collaborative research with colleagues and/or students that results in peer reviewed publication and/or presentation

Authorship (or editorship, if applicable) of published scholarly books (including scholarly textbooks--see Appendix I), book chapters, patents, computer software, technical reports, or technical manuals

Presentation of research results at professional meetings or conferences

Authorship of proposals to obtain grants for research-related activities

Presentation of scholarly work at seminars or workshops related to research

Formal and informal communications with students
Contributions to departmental advising
Participation in normal and special advising events (i.e. SHD, orientations, etc.)
Participation in advising related professional development opportunities.

Administrative assignments are approved by the Dean for duties that are supervisory in nature or fall outside the normal scope of teaching, research, and service.   Such assignments can be temporary or long-term but must be approved by the Dean.   Such assignments can include, but are not limited to:

Chairmanship/directorship of an academic unit
Head of a comparable academic unit and/or program
Coordination of a special program or multi-section courses
Leadership (i.e. program accreditation)
Special assignments and/or projects as designated by the Dean

Faculty workload for grants and other sponsored projects must be reported to remain in compliance with federal regulations.   Please refer to Effort Certification at the University of Southern Indiana information.

Any activities not falling within one of the defined areas of workload m   In such cases, these activities and the categorization must be approved by the Dean.